

City of Selah
Council Minutes
September 26, 2017

Regular Meeting
Selah Council Chambers
115 West Naches Avenue
Selah, WA 98942

A. Call to Order Mayor Raymond called the meeting to order at 5:30pm.

B. Roll Call

Members Present: John Tierney; Roy Sample; Laura Ritchie; Diane Underwood; Russell Carlson

Members Absent: Paul Overby; Roger Bell

Staff Present: Donald Wayman, City Administrator; Robert Noe, City Attorney; Dale Novobielski, Clerk/Treasurer; Gary Hanna, Fire Chief; Jim Lange, Deputy Fire Chief; Rick Hayes, Police Chief; Joe Henne, Public Works Director; Jeff Peters, Community Development Supervisor; Dave Mullen, Recreation Manager; Bree Tait, Civic Center Manager; Andrew Potter, Human Resources Manager; Monica Lake, Executive Assistant

C. Councilmember Absence – Motion to Excuse

Council Member Carlson moved, and Council Member Tierney seconded, to excuse Council Members Overby and Bell. By voice vote, approval was unanimous.

D. Pledge of Allegiance

Recreation Manager Mullen led the Pledge of Allegiance.

E. Invocation

Police Chief Hayes gave the prayer.

F. Agenda Changes

Add: Executive Session R – 1: 30 Minute Session – Real Estate RCW 42.30.110 (1) (c)

G. Public Appearances/Introductions/ Presentations

1. Barbara Ziegler, Yakima Red Sand Project

Barbara Ziegler, Yakima Red Sand Project, approached the podium and addressed the Council. She stated that the Yakima Red Sand Project was launched at Peach Tree Retirement, in collaboration with the Red Sand Project founded by artist Molly Gochman, a New York artist, to raise awareness of human

trafficking. She gave a brief explanation of the project, saying that they have been going around and asking people to go out united to send a message of love to buyers, traffickers and victims, by pouring red sand poured in the cracks of sidewalks to remember those who fall through the cracks. She felt that it was a great tool to open up conversations and an opportunity to share about human trafficking and the National hotline number, noting that the Selah Police Department is passionate about taking action if they are called, or an individual could also call the national hotline. She requested that the Council participate in the movement, which has grown throughout the valley, by reading a statement and pouring red sand onto a sidewalk, after which their organization would spread the video on social media to increase awareness. She remarked that they have already done over seventy videos, and have twelve other states and some other countries partnered with the Yakima Valley Red Sand Project to spread the word.

Mayor Raymond asked for more details on how the movement started.

Ms. Ziegler responded that Molly Gochman started the movement in 2014, and when she heard about it thought it would be great to collaborate with them. She noted that the call to action video movement started with the Yakima Valley Red Sand Project.

Council Member Tierney wondered if they had any support from local media.

Ms. Ziegler stated that they have been all over the news, TV and radio and a Christian magazine, and are scheduled into November with those who wish to participate. She noted that they provide the non-toxic dyed sand, take a five minute video, then edit and upload to social media. She commented that this is a cause close to her as she herself is a survivor of human trafficking, and she wants others to be aware and know what to do to prevent this from continuing.

2. Chris Wickenhagen, YVCOG – Services for 2018

Chris Wickenhagen, YVCOG, approached the podium and addressed the Council. She thanked those who attended the legislative meeting and handed out flyers pertaining to the extended services mentioned during that meeting. She reviewed the items listed on the flyer, noting that these are specific programs they have been asked to provide, such as grant writing, strategic planning for councils and city administrators, GIS services and a regional annual conference that is more regionally focused than the AWC and IACC conferences. She stated that their first conference would be April 15 through 17, 2018, at Suncadia, for both city council and administrators, with experts brought in to discuss various topics of interest. She noted that there would only be twenty seats available, for one or two people from each city or town or the County. City

Council Member Tierney wondered how the new services corresponded with what they had been doing.

City Administrator Wayman remarked that they hadn't had the option for some of these before, and he was glad to see new options for them.

Council Member Tierney asked about the current cost for membership.

Clerk/Treasurer Novobielski responded that it was approximately twenty-six hundred dollars annually.

Ms. Wickenhagen noted that it was a per capita cost and non-Federal funds that have to be matched for transportation.

H. Getting To Know Our Businesses **None**

I. Communications

1. Oral

Mayor Raymond opened the meeting. Seeing no one rise to speak, she then closed the meeting.

2. Written **None**

J. Proclamations/Announcements

1. Fire Prevention Week October 8 – 14, 2017

Mayor Raymond read aloud the Proclamation for Fire Prevention Week October 8 – 14, 2017.

K. Consent Agenda

Council Member Ritchie moved to place M – 1a, N – 4, and O – 1 on the Consent Agenda. Council Member Tierney moved that N – 3 be placed on the Consent Agenda.

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (*) were considered as part of the Consent Agenda.

* 1. Approval of Minutes: September 12, 2017 Council Meeting

* 2. Approval of Claims and Payroll:

Payroll Checks Nos. 81083 – 81111 for a total of \$199,778.31

Claim Checks Nos. 70091 – 70168 for a total of \$143,795.63

* 3. New Business M – 1a: Authorize City Staff to move forward with soliciting Request for Proposals for bus transit services

* 4. Resolution N – 3: Resolution Authorizing the Mayor to Sign the Interlocal Correction / Detention Agreement with the Yakima County Department of Corrections for 2018

* 5. Resolution N – 4: Resolution Authorizing the Mayor to sign a Ballot Drop Box Property and Premises Use Agreement with Yakima County Elections

- * 6. Ordinance O – 1: Ordinance Amending the 2017 Budget for Roof Repairs to the Police Station

Council Member Ritchie moved, and Council Member Tierney seconded, approval of the Consent Agenda as read. By voice vote, approval was unanimous.

L. Public Hearings

- 1. Public Hearing to consider the adoption of the “Selah Transit Development Plan” for the Six-year Plan 2017-2022

Public Works Director Henne addressed L – 1. He said that the six year plan for the transit program is updated annually, with an overview of the amount of money collected and what they are spending for basic transit services with the City of Yakima and the costs of Dial-A-Ride. He went on to say that they also discuss future projects and improvements, and that as part of the process they are required to conduct a public hearing for the public. He requested that Council conduct a public hearing.

Mayor Raymond opened the Public Hearing. Seeing no one come forward, she then closed the Public Hearing.

M. General Business

- 1. New Business
 - * a. Authorize City Staff to move forward with soliciting Request for Proposals for bus transit services
- 2. Old Business **None**

N. Resolutions

- 1. Resolution authorizing the Mayor to adopt the “Selah Transit Development Plan” for the Six-year Plan 2017-2022

Public Works Director Henne addressed N – 1. He reviewed the document provided in their packets and asked that Council adopt by Resolution the Six Year transit Development Plan for 2017-2022.

Council Member Tierney moved, and Council Member Carlson seconded, to approve the Resolution authorizing the Mayor to adopt the “Selah Transit Development Plan” for the Six-year Plan 2017-2022. Roll was called: Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

- 2. Resolution Authorizing the Mayor to sign a contract between the City of Selah and Play Creation Inc. for the installation of the Play Booster equipment for the Selah Volunteer Park Project

Public Works Director Henne addressed N – 2. He asked for approval of using a certified playground installer to do the installation of the playground toys at Volunteer Park, saying that if approved they will start around October 15 with intent to have it done before November 3.

Council Member Sample asked about discussing a name change for the park.

Public Works Director Henne responded that this is only about installation of the toys.

Council Member Tierney wondered if there would be more problems with the soil when grading the area, doing the sub-grade and digging footings.

Public Works Director Henne replied in the negative.

Council Member Carlson moved, and Council Member Underwood seconded, to approve the Resolution Authorizing the Mayor to sign a contract between the City of Selah and Play Creation Inc. for the installation of the Play Booster equipment for the Selah Volunteer Park Project. Roll was called: Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

- * 3. Resolution Authorizing the Awarding of a Contract to Mark Helms Construction for the Repair of the Patio Deck Roof at the Police Station
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O. Ordinances

- * 1. Ordinance Amending the 2017 Budget for Roof Repairs to the Police Station

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments

Police Chief Hayes had no report, but wanted to let the Council know that the County jail was still second for housing inmates, and that Wapato would not be raising their rates. He noted that Animal Control Officer Knox and Court Clerk Ibarra are working on a home monitoring system through the City, which he tested earlier that day.

Fire Chief Hanna said that the survey and rating bureau would be meeting with his department next week, as they do every five years, to evaluate what equipment they have available, how they run their operation, and to assess insurance rates throughout the entire district. He noted that tomorrow is Selah's day at the Fair and they would be working in shifts manning the booth. He stated that tomorrow is a

funeral at the Civic Center for previous Fire Chief Ron Hayworth, and there would be fire apparatus coming from across the state to honor him. He thanked Council for the proclamation.

Council Member Ritchie wondered about the activities done during Fire Prevention Week.

Fire Chief Hanna responded that Firefighter Cline does contact with the schools regarding public education that week, adding that he thinks the kindergarten classes are coming in that week.

Council Member Carlson commented that he went to the Sunfair parade and asked if Selah normally participated in it.

Fire Chief Hanna answered that they have in the past.

Police Chief Hayes commented that they typically get invites and did not receive one this year.

Human Resources Manager Potter informed Council that he posted a job opening for the Planning and Building Permit Specialist, giving a brief description of the position. He added that the current employee gave plenty of notice to hire and train a replacement. He gave an update on medical insurance rates, which are anticipated to be the largest increase since 2011, and that he should hear back in a week or two regarding their actual rate. He noted that he is looking for any way to reduce the cost; although nationwide they are saying this is the highest it has been.

Council Member Underwood wondered about looking into the health insurance the Selah School District uses for their employees, which had been discussed at the last board meeting.

Human Resources Manager Potter responded that they have a different plan where they pay their employees an allotted amount and let them choose between a group of insurances, which gives them flexibility. He said that he would contact their HR director and ask what they did to reduce their rate.

Civic Center Manager Tait gave a brief rundown of upcoming events for the month of October, including several fundraisers, the start of ballroom dancing, and the resumption of senior exercises.

Clerk/Treasurer Novobielski shared the sales tax update for September, which was about six thousand more than in 2016, which puts the City almost one hundred thousand above what was received for the same nine month period last year. He said that they begin the preliminary 2018 budget meetings tomorrow, with the Council meetings scheduled for November. He mentioned scheduling a finance committee meeting in October to look at options for the cable franchise fees revenue.

Public Works Director Henne said that they would be doing a walkthrough of Volunteer Park, Friday morning, to see what items were missed or not to satisfaction, and aside from that were busy with the usual matters.

Recreation Manager Mullen said that he and Council Member Ritchie hosted a public forum for Carlon Park toys last Wednesday, with three to four people attending, and that he is waiting on a vendor about different toys than the original depiction to receive an accurate quote.

Community Development Supervisor Peters extended his thanks to Human Resources Manager Potter for advertising the position in his department. He went on to say that the Planning Commission would be looking at preliminary changes to allow for accessory dwelling units and common wall units at their October 3 meeting, which should be to Council around November 28 for a final public hearing; the MKKI Ordinance was submitted to the County Boundary Review Board and should also come to Council on November 28th; the Graf annexation will have approved minutes after this meeting and submit for review before going to Council at one of the last meetings of the year; a latecomers agreement with Mr. Snodgrass will be coming before Council in November; the Matson development agreement with the City option to rezone should have an application submitted next month; and that there would be an update to the City's International Building Codes presented on October 24. He said that there will be a kickoff meeting for the public on the subarea plan at 5:30pm on November 8 at the Civic Center, and they would also be scheduling individual meetings with key business and property owners who own large properties in and around the focus area.

Council Member Sample asked that he explain more about the mother-in-law dwellings if it was proper to do so, adding that he is better understand what the Planning Commission is trying to propose.

Community Development Supervisor Peters responded that he wasn't sure what he was referring to, the Planning Commission has had two meetings on mother-in-law units/accessory dwelling units and one meeting on the common wall proposal, noting that those were one of fastest meetings on the topic he has ever had.

Council Member Sample wondered if that was for the common wall.

Community Development Supervisor Peters responded that it was for the common wall and attached dwellings.

Council Member Sample commented that the mother-in-law units had differing opinions expressed.

Community Development Supervisor Peters agreed but pointed out that this is the process of the Planning Commission, to look at different opinions and understand which direction the City would like to go. He said that there was some perception that mother-in-law units should be limited to medical reasons, which would limit the people who could actually occupy the units, and potentially lead to empty units unable to be occupied by anyone else that simply become empty space. He commented that the Planning Commission looked at examples from other communities and brought the definition more into alignment of what was happening around the State, to allow for increased revenue as well as alternate dwelling units for older children who leave home and come back.

Council Member Sample presumed they were working through issues such as whether it could become a rental after the relative dies, parking, lot use and the area of the lot.

Community Development Supervisor Peters replied in the affirmative, saying that the next meeting addressed those questions and they arrived at a consensus.

Council Member Sample responded that they don't have those minutes.

Community Development Supervisor Peters said that he was correct; the approved minutes in the packet are from the first meeting. He explained his approach to development changes was to look at other cities' codes, ones that are about the size of Selah, throughout the state and go through their regulations, look at the questions and differences between regulations, and create a punch list for review before writing an Ordinance.

Council Member Tierney wondered if they were limiting themselves by only looking at examples within Washington State.

Community Development Supervisor Peters disagreed, saying that the questions that come out of those regulations every city comes up with, as they are all looking for the same things. He added that most zoning codes are pretty regimented, and they try to stick with same state rules and regulations because then they don't have to deal with other rules from different states.

Council Member Sample asked if Council would have those minutes and ideas from the Planning Commission prior to when they review the matter to make a final decision.

Community Development Supervisor Peters responded that the matter would not be brought before Council until after the minutes are approved by the Planning Commission, and would be provided in the packet of information along with a staff report and the proposed ordinance.

Council Member Sample asked for confirmation that they would receive them prior to the public hearing.

Community Development Supervisor Peters replied in the affirmative.

Council Member Sample asked if the changes to the International Building Code were an update.

Community Development Supervisor Peters responded in the affirmative, saying that it updates building, plumbing, fire, and residential, which was last updated in 2014. He noted that this is a natural cycle all cities do.

Council Member Tierney inquired as to when they would receive it to approve for the City and if they were living with that standard now.

Community Development Supervisor Peters said that they can make local amendments to the International Codes, but he would have to go back and study them before deciding to make a local amendment to the code. He added that there are no local amendments to it at present.

Council Member Tierney wondered if it would impact the rating survey for Fire.

Fire Chief Hanna answered that it won't have an impact, as it takes about a year for the State to adopt then they have to abide by them without the option of saying no.

City Attorney Noe had no report.

2. Council Members

Council Member Ritchie said that she attended the festival, which was well thought out but not as successful due to weather concerns, adding that they had a lack of food due to a lot of vendors cancelling at the last minute, and the Mayor made breakfast sandwiches from King's Row and brought them to hand out, which she appreciated.

Council Member Sample had no report.

Council Member Tierney had no report.

Council Member Underwood mentioned that there would be an upcoming blood drive at the Civic Center.

Council Member Carlson said that he went to the YVCOG meeting, which was very good, and that he hopes they can come up with something actionable for the legislators regarding a roundabout.

3. City Administrator

City Administrator Wayman said that he talked to Representative Chandler and Senator Honeyford, and their work is just starting with regard to a traffic circle. He went on to say that the City needs to go to the legislators in Olympia with a plan for a traffic circle at Southern Avenue and First Street, after they discuss the matter with the WSDOT and some other organizations, adding that Larry gave them some good advice on moving forward on that. He remarked that the budget goal this year is to not bring any surprises in the budget or a budget not balanced, and staff will work hard to make sure they have a balanced budget.

4. Boards

a. Planning Commission Minutes – August 29, 2017

5. Mayor

Mayor Raymond reminded everyone that trick or treat is coming up and she would like a Council Member at City Hall to hand out candy in costume. She spoke briefly about the going away ceremony she attended for the Japanese troops, saying that it gave her ideas of what to do for next year.

Council took a ten minute recess.

P. Executive Session

1. 30 Minute Session – Real Estate RCW 42.30.110 (1) (c)

Council went back into Executive Session at 6:07pm. At 6:12pm, Council went back on the record. Mayor Raymond stated that no action was taken during the Executive Session.

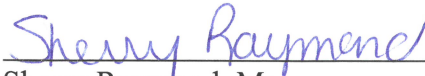
Council Member Sample moved, and Council Member Ritchie seconded, to accept Matson Fruit's Addendum to the current offer for real estate on North Park Avenue extending the offer to May 1,

2018, with a twenty-five thousand dollar deposit. Roll was called: Council Member Tierney – yes; Council Member Sample – yes; Council Member Ritchie – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.

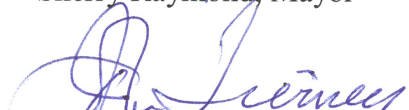
Q. Adjournment

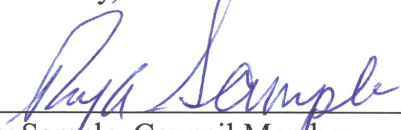
Council Member Ritchie moved, and Council Member Underwood seconded, that the meeting be adjourned. By voice vote, approval was unanimous.

The meeting adjourned at 6:55 pm.


Sherry Raymond, Mayor

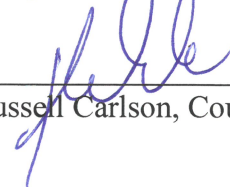
EXCUSED
Paul Overby, Council Member


John Tierney, Council Member


Roy Sample, Council Member

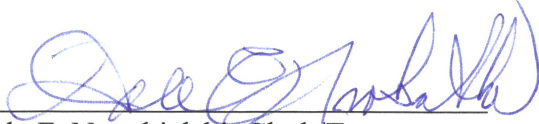

Laura Ritchie, Council Member

EXCUSED
Roger Bell, Council Member


Russell Carlson, Council Member


Diane Underwood, Council Member

ATTEST:


Dale E. Novobielski, Clerk/Treasurer